

**AGENDA**  
**TOWN OF EDGEWOOD**  
**REGULAR COUNCIL MEETING – OCTOBER 7, 2015 @ 6:30 P.M.**  
**EDGEWOOD COMMUNITY CENTER - #27 E. FRONTAGE ROAD**  
**PLEASE SILENCE ALL ELECTRONIC DEVICES DURING MEETING**  
**THANK YOU.**

(The Town of Edgewood Council is pleased to have residents of the community take time to attend Council Meetings. Attendance and participation is encouraged. Individuals wishing to be heard during Public Hearing proceedings are encouraged to be prepared. Public comments may not be disruptive or harassing, and all persons are expected to maintain respect and decorum. Accordingly, rude, slanderous, or abusive comments and/or boisterous behavior will not be permitted. Written comments are welcomed and should be given to the Clerk-Treasurer prior to the start of the meeting).

- **CALL TO ORDER.**
- **PLEDGE OF ALLEGIANCE.**

**1. APPROVAL OF AGENDA.**

**2. APPROVAL OF CONSENT AGENDA.**

- A. Approval of the Draft Regular Council Meeting Minutes of September 9, 2015.
- B. Approval of the Draft Regular Council Meeting Minutes of September 16, 2015.
- C. Acknowledge Receipt of the Draft Special Planning & Zoning Commission Meeting Minutes of September 22, 2015.

**3. MATTERS FROM THE MAYOR.**

**4. MATTERS FROM THE COUNCILORS and/or ANNOUNCEMENTS.**

**5. MATTERS FROM THE MUNICIPAL JUDGE.**

- A. Judge White will present his report for the month of September, 2015.

**6. 2015 PROPERTY TAX OUTREACH PROGRAM, Patrick Varela, Santa Fe County Treasurer.**

**7. PUBLIC HEARING.**

**Legislative Procedure: Certification that Public Notice of this Meeting has been posted as required:**

- A. Amendment to Ordinance No. 2003-11. A Local Ordinance Regulating the Siting of Wireless Telecommunications Facilities.

**8. RESOLUTION.**

- A. Resolution No. 2015-18. A Resolution Accepting Benjamin Trail, Edgewood, New Mexico for Road Maintenance.

**9. PRESENTATION AND REVIEW OF THE ASSET MANAGEMENT PLAN – Mr. Raymond Dennis and Mr. Tom Torres.**

10. **PUBLIC COMMENTS OF GENERAL MATTERS.** Limit to 2 minutes per person.
11. **MATTERS FROM THE ADMINISTRATOR.**
  - A. Purchase of Asphalt Roller.
  - B. Acknowledgement of James Solomon obtaining his Commercial Driver's License.
12. **ANNOUNCEMENTS and/or CALENDAR REVIEW.**
  - A. Regular Council Meeting - October 21, 2015 @ 6:30 P.M.
  - B. Regular Council Meeting - November 4, 2015 @ 6:30 P.M.

**NOTE: The Town Hall Offices will be closed on Monday, October 12, 2015 in observance of Columbus Day.**

13. **FUTURE AGENDA ITEMS.**
  - A. Public Hearing – Proposed Ordinance No. 2015-08 Amendments to the Uniform Traffic Ordinance (UTO).
  - B. 2015 Pay Plan/Job Description Presentation by Mr. Vince Yermal.
  - C. Adoption of a Resolution Entering into a Grant Agreement with the New Mexico Environment Department for Project 15-0555-STB Edgewood Wastewater System Improvements.
14. **CLOSED SESSION.**

As per motion and roll call vote, pursuant to NMSA 1978, 10-15-1 (H)(7) and 10-15-1-(H)(2) the following will be discussed in Closed Session.

  - Pending Litigation
  - Limited Personnel Matters
15. **ADJOURN.**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Clerk at the Town Offices located at 1911 Historic Route 66, at least five (5) days prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Town Clerk at (505)286-4518, or by e-mail at [clerk@edgewood-nm.gov](mailto:clerk@edgewood-nm.gov) if a summary or other type of accessible format is needed. **The complete council packet may be viewed on the web, visit [www.edgewood-nm.gov](http://www.edgewood-nm.gov) click on Agendas & Minutes.**

**Draft MINUTES  
TOWN OF EDGEWOOD  
REGULAR COUNCIL MEETING – SEPTEMBER 9, 2015 @ 6:30 P.M.  
EDGEWOOD COMMUNITY CENTER - #27 E. FRONTAGE ROAD**

- **CALL TO ORDER.**

Mayor Hill called the meeting to order at 6:30 pm. Councilors present: John Abrams, Sherry Abraham, Rita Loy-Simmons, and Chuck Ring. Also present: Attorney Vanessa Chavez, Steve Shepherd, and Estefanie Muller.

- **PLEDGE OF ALLEGIANCE.**

- 1. **APPROVAL OF AGENDA.**

**MOTION:** Councilor Abrams made a motion to approve the agenda as presented. Councilor Simmons seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

- 2. **APPROVAL OF CONSENT AGENDA.**

- A. Approval of the Draft Regular Council Meeting Minutes of August 5, 2015.
    - B. Approval of the Draft Regular Council Meeting Minutes of August 19, 2015.
    - C. Approval of the Draft Special Council Meeting Minutes of August 22, 2015.
    - D. Acknowledge Receipt of the Draft Planning & Zoning Commission Meeting Minutes of August 18, 2015.
    - E. Acknowledge Receipt of the Draft Planning & Zoning Commission Meeting Minutes of September 1, 2015.

**MOTION:** Councilor Abrams made a motion to approval of the Consent Agenda and Acknowledged receipt of the Draft Planning & Zoning Minutes of September 1, 2015. Councilor Simmons seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

- 3. **MATTERS FROM THE MAYOR.**

- A. Parks & Recreation Advisory Committee.

- Appointment of Mr. Philip Silva.

**MOTION:** Councilor Ring made a motion to appoint Phillip Silva to the Parks & Recreation Advisory Committee. Councilor Simmons seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

Mr. Silva introduced his wife, Jackie and thanked the Council for this opportunity to serve the community.

- Re-Appointment of Mr. Ray Seagers.

**MOTION:** Councilor Abrams made a motion to re-appoint Ray Seagers to the Parks and Recreation Advisory Committee. Councilor Abraham seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

- Certificate of Appreciation for Mr. Clark McDuell.

Mayor Hill signed a certificate of appreciation for Mr. Clark for his service on the Parks & Recreation Advisory Committee.

- Nomination needed for 2 Alternates.

Mayor Hill stated there are two positions open for Alternates on the Committee. He encouraged the Councilors to submit names of anyone who might be interested.

Councilor Abraham stated she had met a new person in the area who was involved in sports. She would encourage him to consider participating.

#### **B. Capital Projects Update.**

Mayor Hill spoke about the progress of the new Animal Control and Police Department building. He reported that it should be finished on schedule by November 11, 2015 or sooner. With regards to Walker Road, they have coordinated installation of the gas and water lines within the construction of the road. Work should start in approximately 2 weeks. The engineering is still reviewing and it is taking a little longer, due to the complexity of Bachelor Draw and other low water areas. Horton Road project should be completed by Spring of 2016. Lastly, he reported that they are working with New Mexico Environmental Development with regards to the sewer line improvements and extensions.

Councilor Ring inquired about the Animal Control Advisory Committee's requests.

Mayor Hill replied he met with the committee and addressed all concerns and priorities.

Councilor Abrams inquired about Horton Road. He applauded the County for fixing a portion of the road, but it has not been maintained. He asked if it would be possible to approach them again and added that a portion is nearly impassable now.

Mayor Hill asked Attorney Chavez how the annexation was progressing.

Attorney Chavez reported that the annexation would be ready to bring to Council very soon.

#### **C. Memorial Event – Wildlife West for 911.**

Mayor Hill stated that Wildlife West will host their Annual 911 event "Doves Across America" at 10:00 a.m. and admission is free into the grounds. He announced that Woofstock will be held this weekend at the Edgewood Soccer Park.

#### **4. MATTERS FROM THE COUNCILORS and/or ANNOUNCEMENTS.**

Councilor Abrams spoke about the Mobile Health Van, which is getting more participation. He would like to see the van come to Edgewood more often than once a

month. Councilor Abrams commented on attending the State of the County address at the Board of County Commission, he noted it was an interesting meeting with all the projects they are working on.

Councilor Simmons commented on all the construction going on in Edgewood. Councilor Abraham also commented about the activities around Edgewood. She commented on the Municipal League Conference last week and encountered a teen entrepreneur workshop. She invited them to do something similar in Edgewood. Councilor Abraham also commented on a BMX bike project that she and Roger Holder is researching.

Mayor Hill reported that New Mexico Finance Authority had given Edgewood \$250,000 in "seed" money to plant at the new municipal buildings.

Councilor Abraham added she had talked to a representative from NMDOT and was told that Edgewood and Moriarty would be added to the LED mileage signs along 1-40 very soon.

Councilor Ring reported on the progress of the new First Choice building. It is their desire to partner with UNM to bring an Urgent Care facility to Edgewood.

Mayor Hill added they have recently put in a request for Capital Funding.

## **5. PUBLIC HEARING.**

Legislative Procedure: Certification that Public Notice of this Meeting has been posted as required: Estefanie Muller certified that the Public Notice had been posted as required.

A. Proposed Ordinance No. 2015-07 An Ordinance Approving an Economic Development Project Entitled Comfort Inn; Providing for Basic Infrastructure to Accommodate Construction of Hotel and for Costs of Infrastructure for a Hotel in the Town of Edgewood.

Mayor Hill reviewed the ordinance and added that this is a huge benefit to the town.

**MOTION:** Councilor Simmons made a motion to approve Ordinance 2015-07, An Ordinance Approving an Economic Development Project Entitled Comfort Inn; Providing for Basic Infrastructure to Accommodate Construction of Hotel and for Costs of Infrastructure for a Hotel in the Town of Edgewood. Councilor Abraham seconded the motion.

Mayor Hill called for Public Comment.

Mr. John Bassett stated he felt it was premature to ask for approval of this Ordinance, since Mr. McCall had not received his variance yet.

Mayor Hill replied that the Ordinance was a separate issue. Mr. McCall understands the concerns and has the right to execute the agreement or choose not to.

Mr. Bassett stated that the Planning & Zoning Commission had \$168,000 hanging over their heads. The outcome of their decision should be known first.

Mayor Hill replied he was confident that the Commission would make their decision based on testimony. He re-affirmed that this is an unrelated topic.

Mayor Hill stated this Ordinance was reviewed by Legal Counsel and has met the requirements.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye.  
Councilor Simmons voted aye. Councilor Ring voted aye. The  
motion carried.

Mayor Hill closed the public hearing and thanked the Council for their diligent efforts in this process.

**6. APPROVAL OF THE PROJECT PARTICIPATION AGREEMENT BETWEEN THE TOWN OF EDGEWOOD AND ASPIRE HOTELS, LLC.**

Mayor Hill explained the specifics of the Ordinance and stated that this agreement had been made between the developer, Council and himself. Legal Counsel has reviewed for compliance.

**MOTION:** Councilor Abrams made a motion to accept and approve the Project Participation Agreement between the Town of Edgewood and Aspire Hotels. Councilor Abraham seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye.  
Councilor Simmons voted aye. Councilor Ring voted aye. The  
motion carried.

Councilor Abraham expressed her thanks to Myra Pancrazio for her help in getting this project and to Scott McCall for his investment in Edgewood.

**7. PUBLIC COMMENTS OF GENERAL MATTERS. Limit to 2 minutes per person.**

Susan Simon, representing the Friends of Estancia Valley, promoted the Woofstock event this weekend. She noted that they would be raffling a quilt to raise funds for the Spay and Neuter van. She added that donations to the shelter are always welcomed.

Mr. John Bassett inquired to his ICIP options.

Mayor Hill replied that the ICIP is completed. Going forward the process can be tweaked to get public comment prior to completion.

**8. CALL FOR PUBLIC HEARING.**

A. Amendment to Ordinance No. 2003-11. A Local Ordinance Regulating the Siting of Wireless Telecommunications Facilities. (To be heard at the Regular Council Meeting of October 7, 2015.

Mayor Hill explained the purpose behind the need for this ordinance.

**MOTION:** Councilor Abraham made a motion to call for Public Hearing for an Amendment to Ordinance No. 2003-11. A Local Ordinance Regulating the Siting of Wireless Telecommunication Facilities. Councilor Abrams seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye.  
Councilor Simmons voted aye. Councilor Ring voted aye. The  
motion carried.

**9. MATTERS FROM THE ADMINISTRATOR.**

A. Approval to hire Rebecca Sanchez as Secretary-Receptionist.



**MOTION:** Councilor Ring made a motion to hire Rebecca Sanchez as Secretary-Receptionist for the Municipal office. Councilor Abraham seconded the motion.

Councilor Ring clarified that the approval for hire in any position must come before Council.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

B. Approval to hire Saul Urbina, Police Officer for the Edgewood Police Department. Chief Radosevich stated that Saul Urbina had served in Moriarty for the last three years. He was interviewed by a panel of three other officers and Traci Hutson, and they recommend him for hire.

**MOTION:** Councilor Ring made a motion to approve the hire of Saul Urbina to the Edgewood Police Force. Councilor Simmons seconded the motion.

Councilor Ring stated he would like Mr. Urbina to come before the Council prior to hire. Mayor Hill explained that Mr. Urbina was unable to attend tonight's meeting, but would be present at the next meeting.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

C. Approval from Department of Finance & Administration for the 2015-2016 Final Budget.

Steve Shepherd reported that we had received a letter from the Department of Finance and Administration approving the budget for 2015-2016. His priority for 2017 will be to make sure that the Town will be able to cover the reoccurring costs.

**MOTION:** Councilor Simmons made a motion to accept the letter from Rick Lopez, DFA, approving the 2015-2016 budget. Councilor Ring seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

D. Approval for temporary signs for the Woofstock Event.

**MOTION:** Councilor Simmons made a motion to approve the temporary signs for the Woofstock event. Councilor Abrams seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

Councilor Ring commented that Steve Shepherd and Bonnie Pettee are working to remove the illegal signs in the community. He appreciated that.

Mayor Hill added that Bonnie Pettee had stepped up to accept the Planner position. He explained that once the new Pay plan was completed, a new position would be created for her that will reflect her actual duties.

Steve Shepherd stated that he had received notification that the old Stuckeys building will be demolished. They are in the process of getting permitted by Construction Industries Division.

**10. ANNOUNCEMENTS and/or CALENDAR REVIEW.**

- A. Regular Council Meeting - September 16, 2015 @ 6:30 P.M.
- B. Regular Council Meeting – October 7, 2015 @ 6:30 P.M.
- C. Salt Missions Ribbon Cutting – September 18, 2015 in Estancia, N.M.
- D. Formation Meeting – East Mountain Funfair Alliance – September 18, 2018 at the Edgewood Community Center.

**11. FUTURE AGENDA ITEMS.**

None

**12. ADJOURN.**

**MOTION:** Councilor Simmons made a motion to adjourn the meeting of September 9, 2015. Councilor Abraham seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

Mayor Hill adjourned the meeting of September 9, 2015 at 7:30 pm.

**PASSED, APPROVED and ADOPTED this 15<sup>th</sup> day of SEPTEMBER, 2015.**

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Brad E. Hill, Mayor

**ATTEST:**

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Estefanie B. Muller, CMC, Clerk-Treasurer



**DRAFT MINUTES  
TOWN OF EDGEWOOD  
REGULAR COUNCIL MEETING – SEPTEMBER 16, 2015 @ 6:30 P.M.  
EDGEWOOD COMMUNITY CENTER - #27 E. FRONTAGE ROAD**

• **CALL TO ORDER.**

Mayor Hill called the meeting to order at 6:00 pm.

Councilors present were John Abrams, Sherry Abraham, Rita-Loy Simmons, and Chuck Ring. Also present were: Attorney Vanessa Chavez, Steve Shepherd, and Estefanie Muller.

• **PLEDGE OF ALLEGIANCE.**

**1. APPROVAL OF AGENDA.**

**MOTION:** Councilor Abraham made a motion to approve the agenda as presented. Councilor Ring seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. Motion carried.

**2. APPROVAL OF CONSENT AGENDA.**

A. Approval of the Draft Regular Council Meeting Minutes of September 9, 2015.

B. Acknowledge Receipt of the Draft Library Board Meeting Minutes and Library Report for the month of August, 2015.

C. Acknowledge Receipt of the Draft Parks & Recreation Meeting Minutes.

**MOTION:** Councilor Abrams made a motion to approve the Consent Agenda with discussion. Councilor Simmons seconded the motion.

Councilor Abrams commented on the draft Minutes of September 9, 2015. The minutes did not include information regarding his attendance at the State of the County address at the Board of County Commission. At the time, he noted it was an interesting meeting with all the projects they are working on.

Councilor Abrams stated he would like to hold Item A. Approval of the Draft Minutes of September 9, 2015 and approve Items B & C.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

**3. MATTERS FROM THE MAYOR.**

Mayor Hill stated that at the last meeting there was an inquiry regarding work being done by Santa Fe County on Horton Road. He reported that Santa Fe County has worked on the northern portion of Horton Road.

Mayor Hill noted that Subway has reopened. He welcomed them back to the community. Mayor Hill addressed the Woofstock event, stating that it went well, with the exception of a situation with some puppies that were abandoned and put up for adoption by our Animal Control Department. Four of the puppies were adopted and unfortunately, were found to have Parvo. The people who adopted them were contacted and offered to

have the puppies returned for evaluation or to pay for an evaluation they have done on their own. He added he has asked staff to re-evaluate the intake of animals. It would be quite expense for the Town to have each animal evaluated prior to acceptance, so we will need to review our policies and adoptions.

**4. MATTERS FROM THE COUNCILORS and/or ANNOUNCEMENTS.**

Councilor Abrams showed enthusiasm to Horton Road receiving attention. He mentioned the sore need it was in and he would like to see more frequent attention.

Councilor Abrams noted the Park & Recreation Minutes stated we have equipment down and ask for the status of that equipment.

Steve Shepherd replied that we have a roller and the backhoe down. James Solomon is working on them. As soon more information comes in, Mr. Shepherd will relay it to the Council.

Mayor Hill commented that the Town is looking to buy a used roller.

Councilor Simmons introduced her son, Jim Thomas. She commented on how nice the weather was for the Woofstock event and added that she adopted a dog while she was there. She also, thanked the Police Department for taking a report on her water meter, which was recently shot out.

Councilor Abraham spoke about the Teen Initiative Program and that they will be at the Community Center on Saturday, October 24, 2015. She added the partners for the event include the Chamber of Commerce and Sandia Federal Credit Union.

Mayor Hill stated the Edgewood Middle School is allowing the I-9 Sports to use their sport field for a trial period.

Councilor Abraham added the field would be used for flag football and soccer. They are still looking for a facility for basketball.

Councilor Simmons commented that Senator Sue Wilson-Befford will be in Edgewood on Friday night at 5:30 pm.

Councilor Ring inquired as to how many dogs we take in each year. Chief Radosevich replied, approximately 200 animals per year.

**5. MATTERS FROM THE ATTORNEY.**

Attorney Chavez said she will be bringing the infill annexation to Council at the next meeting or the meeting after that.

**6. MATTERS FROM THE MUNICIPAL JUDGE.**

A. Judge White will present his report for the month of August, 2015.

Judge White presented his report. He noted \$270 for monthly court fees and \$819 for a computer for the Judge. He commented on the Parvo incident. He was glad the Mayor addressed it and made an effort to prevent any issues in the future. Judge White mentioned that Kathy Smith had attended computer software training in Chicago and that he attended the New Mexico Municipal League conference. He was happy to see Edgewood's banner up.

Mayor Hill presented Judge White a plaque from the Municipal League for his service on the board.

**7. TOWN OF EDGEWOOD POLICE REPORT – Chief Radosevich.**

A. Police Report and Animal Control Report for the month of August, 2015.

Chief Radosevich presented his report for August. He noted that citation statistics were not ready and he will share them at a later date.

Councilor Ring inquired about two officers having low number of traffic reports.

Chief Radosevich replied he was not sure if there was a reason, possibly it could have been a result of a work shift. He will look into it and follow up.

Chief Radosevich commented, also, on the Parvo incident. He stated it is a very contagious disease and he wanted to re-assure everyone that the current animals in the shelter have not been exposed to the disease and have been moved temporarily to foster homes, while the animal shelter is being disinfected.

Chief Radosevich mentioned that the Square H area had a Neighborhood Watch meeting Labor Day weekend. He also spoke about the new Animal Control/PD facility and they hope to be moving in early November. Chief stated he had received a binder with letters September 11<sup>th</sup> from the 5th graders of Rt. 66 Elementary School thanking the Police and Fire Departments for all that they do. In return, Officer Wendt and Officer Garcia made a presentation to the students at the school.

B. Introduction of Officer Saul Urbina.

Chief Radosevich introduced Saul Urbina as a new officer. He will start on September 24, 2015. Mr. Urbina was born and raised in Moriarty. He comes to us with high recommendations and we look forward to having him.

**MOTION:** Councilor Abrams made a motion to approve the hiring of Saul Urbina to the Edgewood Police Department. Councilor Simmons seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

Councilor Ring introduced Jennifer Purpura. She is a junior at UNM Law School and is involved in local government and interested in how Council meetings are held.

**8. PUBLIC COMMENTS OF GENERAL MATTERS. Limit to 2 minutes per person.**  
There were none.

**9. RESOLUTIONS.**

A. Budget Resolution No. 2015-17.

**MOTION:** Councilor Simmons made a motion to approve Budget Resolution No. 2015-17. Councilor Ring seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

**10. MATTERS FROM THE ADMINISTRATOR.**

A. Approval of the design and specifications for the Town's electronic sign.  
Mr. Shepherd asked Councilor Abraham to address the Town's sign.

Councilor Abraham stated that, she is bringing forward the specifications for the Town's sign to go out for RFP. She described the design and size and added the location is still to be determined. Roger Holden is contacting Department of Transportation regarding the land near the on and off ramps and intersection. Another site would be at Gino's Pizza, but there is concern about the visibility from there.

**MOTION:** Councilor Ring made a motion to approve the concept of the sign and specifications, with discussion. Councilor Simmons seconded the motion.

Councilor Abrams stated that the sign is completely programmable or stationary.

There was a brief discussion on possible locations for the sign.

Councilor Abraham stated they are looking at what would be the most visible site.

**11. APPROVAL OF THE FINANCIAL REPORT FOR THE MONTH OF AUGUST, 2015.**

It was noted that the GRT's had not posted by 5:00 pm today.

**MOTION:** Councilor Simmons made a motion to approve the Financial Report for the month of August, 2015. Councilor Ring seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

**12. ANNOUNCEMENTS and/or CALENDAR REVIEW.**

A. Regular Council Meeting – October 7, 2015 @ 6:30 P.M.

B. Regular Council Meeting – October 21, 2015 @ 6:30 P.M.

**NOTE: The Town Hall Offices will be closed on Monday, October 12, 2015 in observance of Columbus Day.**

It was noted that September 28, 2015 will be a First Choice meeting. Mayor Hill and Councilor Ring will attend.

**13. FUTURE AGENDA ITEMS.**

A. Public Hearing – Amendment to Ordinance No. 2003-11. A Local Ordinance Regulating the Siting of Wireless Telecommunications Facilities. (October 7, 2015)

B. Annexation at the next Council meeting or the following one.

C. Asset Management Plan – focused for early fall

D. Review and approve the Pay Plan and Job Descriptions.

**14. ADJOURN.**

**MOTION:** Councilor Simmons made a motion to adjourn the meeting. Councilor Abraham seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Ring voted aye. The motion carried.

Mayor Hill adjourned the meeting of September 16, 2015 at 7:16 pm.

**PASSED, APPROVED, and ADOPTED this 7<sup>th</sup> day of OCTOBER, 2015.**

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**Brad E. Hill, Mayor**

**ATTEST:**

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**Estefanie B. Muller, CMC, Clerk-Treasurer**

**DRAFT MINUTES  
TOWN OF EDGEWOOD  
SPECIAL PLANNING & ZONING COMMISSION  
SEPTEMBER 22, 2015 AT 6:00 PM  
EDGEWOOD COMMUNITY CENTER 27 E. FRONTAGE ROAD,  
EDGEWOOD, NM 87015**

• **CALL TO ORDER & ROLL CALL**

Madame Chair McGill called the meeting to order and asked for a Roll Call.  
Commissioners present were: Pat Markley, Dan Thompson and Kay McGill.  
Commissioners not present were: Brad Gabel and Leonard Navarre. Also present were: Attorney Bob White, Steve Shepherd, and Bonnie Pettee.

**1. APPROVAL OF AGENDA**

**MOTION:** Commissioner Markley made a motion to approve the agenda as presented. Commissioner Thompson seconded the motion.

**VOTE:** Commissioner Markley voted aye. Commissioner Thompson voted aye. Madame Chair McGill voted Aye. The motion carried.

**2. APPROVAL OF THE MINUTES**

A. Draft Planning & Zoning Commission Meeting Minutes for September 1, 2015  
Steve Shepherd noted that in the minutes Item 6. Findings of Fact, Commissioner Markley said in his motion "Public Comments" but the intent was "Public Hearing"; which is reflected in the minutes.

Due to the absence of Madame Chair McGill at the September 1, 2015 meeting and the absence of Commissioner Gabel at this meeting, there was not a "qualified" quorum present to approve the minutes. The Approval of the Minutes was deferred until the October 6, 2015 meeting.

**3. PUBLIC COMMENT. (Limited to 2 minutes per person.)**

Note: if you plan to speak under public hearings, please do not sign up for this topic.  
There were none.

**4. PUBLIC HEARING:**

**Quasi-judicial procedure: Certification that public notice of this meeting has been posted as required:**

**This case is being heard under provisions required by the New Mexico Court of Appeals intended to protect the rights of all parties and their witnesses and the swearing in of all parties giving testimony. The affected parties will have the right to cross-examine persons giving testimony.**

**Confirmation of no conflict of interest or ex-parte communication.**

Madame Chair McGill explained the process of the Public Hearing.  
Commissioner Markley stated he had no conflict of interest or ex-parte communication.  
Commissioner Thompson stated he had no conflict of interest or ex-parte communication.

Madame Chair McGill stated she did receive a phone call from the applicant, but immediately told him she couldn't discuss it with him. She asked if there was anyone who would object to her participation in tonight's meeting.

Mr. John Bassett, Mr. Scott McCall, Mrs. Carol Gajewski, and Steve Shepherd were sworn in.

Bonnie Pettee confirmed that all Public Notices were posted as required.

- A. Consideration of a Variance Request from Zoning Ordinance 2014-02 for setbacks and building height at #6 & #8 Marietta Court.
- B. Consideration of a Variance Request from Sign Ordinance 2009-02 for height, number, size, and type of signs for #6 & #8 Marietta Court.

Steve Shepherd presented the staff report and explained all the exhibits contained within. He described the project as a 4 story hotel with 72 rooms, 87 parking stall, 5 recreational vehicle stalls and a swimming pool. There will be a breakfast area, in lieu of a full kitchen. Mr. Shepherd stated that Staff recommends approval of the requested variances and will ensure that the requirements of the Town Ordinances are met during the development review. Mr. Shepherd added that Staff will work with both the applicant and Santa Fe County Fire Department to see that the Fire Department concerns are addressed.

Mr. Scott McCall, the applicant, stated he appreciated the staff efforts concerning the details of the project. He explained that he was born and raised in Edgewood. His father was a developer here. He expressed his sincere desire to be a good neighbor and help Edgewood grow in a positive way. His proposed hotel is part of the Choice Hotels franchise and therefore, he is required to meet their design and specifications criteria. Mr. McCall explained the need for the height variance on the sign along I-40, is to catch the attention of the traveler before they reach the Edgewood exit. If they were to miss the one Edgewood exit, they would take their business to another community.

Mr. John Bassett asked if Mr. McCall had heard anything from the Santa Fe Fire Department regarding their approval of the height and setback variance.

Mr. McCall replied that he had not talked with them personally, but his architect had called them with regards to the setback and hill. He was told that a fire hose can be pulled more than 150 feet. Since the building is only 276 feet long, this won't be a problem with a truck at either end of the building. The Fire Department also told his architect that if they had a landing pad on the back side of the hotel to set the truck on, then there would be no problems. Mr. McCall added that he will not get an official approval letter from the Fire Department until they have seen a full set of plans. When the Development Review goes through the Town, it will also go through the Fire Department.

Commissioner Markley stated that from his experience, one hires a professional to draw the plans and the Fire Department guides him to the final product.

Carol Gajewski addressed the Commission. She expressed her concern with the added traffic the hotel will produce and concern for the children getting on the school bus. She also stated that the hotel would block her view of South Mountain and that she moved here for the views.

Mr. Bassett stated he did not feel the project and variances were consistent with the Zoning and Sign Ordinances. He would like to see something in writing from the Fire Department



that states they approve of the proposed project. He also, did not consider the variance valid based on a hardship. He stated this is a big departure from the limit of 36 feet in the Ordinance and it is necessary to know if the Fire Department has the equipment that will accommodate a building this high.

There were no other comments from the public. Madame Chair McGill closed the Public Hearing and the Commissioners moved to deliberation.

Commissioner Markley stated that he felt everything required has been submitted. He added that with his past experience as a developer, nothing is guaranteed; the Fire Department may require the building to be moved to provide the distance they could need to access the back of the hotel.

**MOTION:** Commissioner Markley made a motion to approve Item A. Consideration of a Variance Request from Zoning Ordinance 2014-02 for setbacks and building height at #6 & #8 Marietta Court; and Item B. Consideration of a Variance Request from Sign Ordinance 2009-02 for height, number, size, and type of signs for #6 & #8 Marietta Court as submitted. Commissioner Thompson seconded the motion.

**VOTE:** Commissioner Markley voted aye. Commissioner Thompson voted aye. Madame Chair McGill voted aye. The motion carried.

## **5. APPROVAL OF THE FINDINGS OF FACTS FOR VARIANCE REQUEST FOR #6 & #8 MARIETTA COURT**

- A. 6 Marietta Court, Lot 19R, Edgewood Plaza Subdivision located in Section 28, Township 10 North, Range 7 East, Edgewood, Santa Fe County, New Mexico.  
8 Marietta Court, Lot 18R, Edgewood Plaza Subdivision, located in Section 28, Township 10 North, Range 7 East, Edgewood, Santa Fe County, New Mexico.

Steve Shepherd explained that the two Findings of Facts in the packet are templates based on previous discussions and Public Hearings for this case. The Commission would need to add tonight's action and recommendations or discussion items.

Attorney White mentioned a few things to consider with the Finds of Fact. He, also, suggested adding two additional points regarding the accommodation of parking for larger vehicles and the placement of the property in relation to the I-40 corridor to Section 4, Findings of Fact.

**MOTION:** Commissioner Thompson made a motion to approve the Findings of Fact and Conclusions of Law with discussed changes. Commissioner Markley seconded the motion.

**VOTE:** Commissioner Markley voted aye. Commissioner Thompson voted aye. Madame Chair McGill voted aye. The motion carried.

Madame Chair McGill asked Attorney White if Leonard Navarre, who is the Secretary of the Commission, could attest the Findings and Minutes of tonight's meeting, since he was not present.

Attorney White replied that his signature is an administrative action. He is attesting to your authority as the Chairperson.

**6. OLD BUSINESS:**

There was none.

**7. MATTERS FROM THE CHAIR AND COMMISSION MEMBERS.**

Madame Chair McGill reported that she and Bonnie Pettee attended the New Mexico League of Zoning Officials Conference in Taos last week. It was a great conference and very beneficial to Commissioners. She asked staff if copies could be made of the topics spoke about and given to our Commissioners.

**8. MATTERS FROM STAFF.**

Staff had nothing to report.

**9. CALENDAR UPDATE AND FUTURE AGENDA ITEMS.**

A. Public Hearing for Request for a Conditional Use.

B. Public Hearing for Request for Lot Line Adjustment

**10. ADJOURN.**

**MOTION:** Commissioner Markley made a motion to adjourn tonight's meeting.  
Commissioner Thompson seconded the motion.

**VOTE:** Commissioner Markley voted aye. Commissioner Thompson voted aye.  
Madame Chair McGill voted aye. The motion carried.

Madame Chair McGill adjourned the meeting of September 22, 2015 at 7:20 pm.

**PASSED, APPROVED, and ADOPTED this 6<sup>th</sup> day of OCTOBER, 2015.**

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Kay McGill, Chairperson

ATTEST:

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Leonard Navarre, Secretary

## Fine Fee Summary

From 09/01/2015 12:00 AM to 09/30/2015 11:59 PM  
All Case Types and Sub-Types  
All Clerks

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**Receipts**

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**Case Payment**

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Correction Fee	1,100.00
Court Automation Fee	308.00
Fine	3,353.67
Judicial Education Fee	153.00

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Subtotal: 4,914.67

**Total Receipts:** 4,914.67

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**Report Total:** 4,914.67

Monthly Activity Report  
 September 2015  
 Citations and Non-Citations By Issued Date  
 Financial Type: Fines and Fees  
 Cases With and Without Disposition

<b>Citations</b>	<b>Last Month</b>	<b>This Month</b>	<b>Change</b>	<b>Last YTD</b>	<b>This YTD</b>	<b>Change</b>
ANIMAL CONTROL	3	1	-2	15	18	3
CRIMINAL 2006-10	4	3	-1	34	27	-7
DWI	0	0	0	7	3	-4
Miscellaneous	1	0	-1	9	10	1
TRAFFIC	106	86	-20	817	759	-58
<b>Totals:</b>	<b>114</b>	<b>90</b>	<b>-24</b>	<b>882</b>	<b>817</b>	<b>-65</b>
<b>Non-Citations</b>						
CRIMINAL 2006-10	1	0	-1	3	4	1
LITTER_ANTI-BLIGHT	0	0	0	0	1	1
<b>Totals:</b>	<b>1</b>	<b>0</b>	<b>-1</b>	<b>3</b>	<b>5</b>	<b>2</b>
<b>Fines and Fees</b>						
Correction Fee	820.00	1,100.00	280.00	12,312.70	8,091.00	(4,221.70)
Court Automation Fee	270.00	308.00	38.00	3,678.00	2,432.00	(1,246.00)
DWI Lab	0.00	0.00	0.00	85.00	0.00	(85.00)
DWI Prevention	0.00	0.00	0.00	75.00	0.00	(75.00)
Fine	2,558.00	3,353.67	795.67	25,436.18	24,881.27	(554.91)
Judicial Education Fee	138.00	153.00	15.00	1,838.00	1,214.00	(624.00)
<b>Totals:</b>	<b>\$3,786.00</b>	<b>\$4,914.67</b>	<b>\$1,128.67</b>	<b>\$43,424.88</b>	<b>\$36,618.27</b>	<b>\$(6,806.61)</b>

## Edgewood Municipal Court

User: KSMITH

Epayment Payments Received  
 From 09/01/2015 12:00 AM to 09/30/2015 11:59 PM  
 By Payment Date And Time

Case No.	Defendant	Transaction No.	Payment Type	Charge Payment	Payment Date and Time	Receipt No.
<b>CitePayUSA Payments</b>						
201503562-TR-SP	Apodaca, Vincent	763833859	CitePayUSA	94.00	09/05/2015 8:21 PM	5693
201503299-TR-SP	Martinez-Esparza, Francisco	764536137	CitePayUSA	44.00	09/08/2015 8:57 AM	5695
201500125-CO-SH	Gray, Jason	765280259	CitePayUSA	30.00	09/09/2015 11:06 PM	5703
201503581-TR-NI	Bennett, Michelle	767421335	CitePayUSA	44.00	09/15/2015 8:47 AM	5715
201503600-TR-SP	Garcia, Daphne	767431478	CitePayUSA	94.00	09/15/2015 9:06 AM	5716
201503565-TR-SP	Davis, Barnard	767622064	CitePayUSA	154.00	09/15/2015 1:59 PM	5720
201503589-TR-SP	Carter, Johnathan	769034384	CitePayUSA	59.00	09/18/2015 4:12 PM	5726
201402748-TR-DL	Atkinson, Matthew	770774774	CitePayUSA	120.00	09/23/2015 9:12 AM	5730
201503591-TR-SP	Cunningham, Alex	771642417	CitePayUSA	44.00	09/25/2015 9:10 AM	5731
201500125-CO-SH	Gray, Jason	771770137	CitePayUSA	25.00	09/25/2015 12:38 PM	5733
201503590-TR-SP	Coleman, William	771954136	CitePayUSA	44.00	09/25/2015 8:16 PM	5735
No. of Payments: 11			Subtotal:	752.00		
<b>Total no. of Payments: 11</b>			<b>Total:</b>	<b>752.00</b>		

**RESOLUTION NO. 2015-18**

**A RESOLUTION ACCEPTING BENJAMIN TRAIL, EDGEWOOD, NEW MEXICO  
FOR ROAD MAINTENANCE**

The Town of Edgewood Governing Body in the Town of Edgewood, New Mexico, Santa Fe County, New Mexico by this resolution resolves and declares as follows:

**WHEREAS:** Benjamin Trail has been petitioned by the owners of record, is within the Town of Edgewood municipal boundaries and has been inspected;

**NOW, THEREFORE BE IT RESOLVED** that it is in the public interest that the dedicated public way, Benjamin Trail is hereby accepted by the Town of Edgewood for maintenance.

**PASSED, APPROVED and ADOPTED this 7th day of October, 2015.**

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Brad E. Hill, Mayor

**ATTEST:**

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Estefanie B. Muller, CMC, Clerk-Treasurer

**PETITION REQUESTING DEDICATION/MAINTENANCE OF RIGHT-OF-WAY OR EASEMENT**

The Undersigned, being the true owner[s] of record in fee simple thereof, hereby offer[s] And petition[s] the Town of Edgewood to accept the express dedication of Benjamin Trail road as a public road for all purposes, and to that end, the undersigned hereby [do does] certify:

1. LEGAL DESCRIPTION: \_\_\_\_\_ Road as platted in exhibit "A"
2. PROOF OF OWNERSHIP. The undersigned petitioners swear under penalty of law to be the owners of property abutting upon or contiguous to the above described road, right-of-way or easement.

Name: Paul B. Kuehne  
Address: 33 Benjamin Trail, Edgewood, NM  
Telephone: (505) 228-6171

Name: Ray Fulwiler  
Address: 29 Benjamin Trail Edgewood, NM  
Telephone: 505-281-3724

Name: Bill Richard  
Address: 23 Benjamin Trail Edgewood, NM  
Telephone: 505-286-2134

Name: GERALD CLEAVER  
Address: 28 BENJAMIN TRAIL  
Telephone: 505-281-6078

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
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